

COUNTY COMMISSIONERS OF CAROLINE COUNTY
109 Market Street, Room 106, Denton, Maryland

WORK SESSION
February 18, 2020

Present: President Larry C. Porter; Vice President Daniel J. Franklin; Commissioner Wilbur Levensgood, Jr.; Jeremy Goldman, County Administrator; Sara Visintainer, Chief of Staff; and Jennifer Farina, Administrative Coordinator

The meeting began at 9:00 AM.

Topic 1: Employee Service Award Presentation: Judge Jonathan Newell congratulated Dawn Becker on 10 Years of service to Caroline County. The Commissioners recognized Heather Price, County Attorney for celebrating 5 years of service. Warden Charles Scott praised the dedication and work of his team. He stated that Steven McCabe and LaShawn Taylor received their 5 Years of Service Award, Carroll Hetrick received a certificate for 15 Years of Services and Yolanda Skinner received her 20 Years of Service Award.

The Commissioners thanked all the employees from each department on their years of dedicated service to the citizens of Caroline County.

Topic 2: Department of Public Works Reorganization: Ryan White, Director, presented the Commissioners with a drafted reorganization plan for the Department of Public Works. Mr. White stated that Public Works is a unique Department. However, the lack of a career ladder has limited the ability of employees to grow and advance. Additionally, that has resulted in a lack of enough employees that are qualified to operate more complicated machinery and equipment. As a result, the County is not able to fully utilize its resources. This also hampers the ability of the County to respond to emergencies and creates safety issues for staff. Additionally, the lack of a career ladder also makes recruitment and retention difficult.

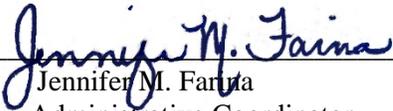
The proposed reorganization creates more slots in each Motor Equipment Operator level and allows employees to advance by demonstrating expertise in all equipment assigned to a level, additional certifications, and length of service. If approved, the reorganization would take time to be implemented, because it would require employees to demonstrate certain skills and achieve certain certifications, which would happen gradually. However, at full implementation, the reorganization is expected to cost \$17,000, including the fringe. This reorganization would give an advancement opportunity to 8 of the 16 (50%) current MEO's in the county and include a small increase to the current two MEO IIIs, as those positions are reclassified to a Grade 5.

The Commissioners stated that they would go over Mr. White's proposal in more detail however they understand the need for reorganization in the Department and they feel they will be able to draft a positive and motivating revision to the current department structure.

Topic 3: Operating and Capital Budget Workshop: Margaret Roe, Director, Office of Finance and Cathie Moore, Director, Tax Office presented the Commissioners with the current budget requests from County Departments and outside agencies. Ms. Moore stated that currently the total amount of Capital requests are \$6,575,492, with a total availability of \$4,686,799. Ms. Roe stated that Operating requests are \$56,505,907, with the total revenue available of \$55,734,994.

The Commissioners went over both the Capital and Operating budget sheets and looked at each request individually. There were no decisions made. The Commissioners stated that this is the first of many budget workshops they will undergo for the FY2021 budget process. The first public hearing is scheduled for March 10th at 6:00 PM at the Preston Fire Hall located at 3680 Choptank Road, and the seconded and final public hearing is May 12th at 6:00PM located at the Greensboro Community Hall at 13781 Greensboro Road. The Commissioners stated that all concerns and public comments are welcomed at the upcoming hearings and workshops.

There being no further discussion the ended at 11:00 p.m.


Jennifer M. Faruta
Administrative Coordinator